



Republic of the Philippines
Region XII
Province of Cotabato
City of Kidapawan
OFFICE OF THE CITY MAYOR

EXECUTIVE ORDER NO. 030, SERIES OF 2020.

"AN ORDER PLACING THE ENTIRE CITY OF KIDAPAWAN UNDER ENHANCED COMMUNITY QUARANTINE, PROVIDING FOR ENFORCEMENT MECHANISMS IN FURTHERANCE THEREOF AND FOR OTHER RELATED PURPOSES."

Whereas, President Rodrigo Roa Duterte issued Presidential Proclamation No. 922 declaring a national state of public emergency;

Whereas, under the general welfare clause of the Local Government Code, local government units are charged with the promotion of health and safety within their jurisdictions;

Whereas, Executive Order No. 025, s.2020 of the Office of the City Mayor placed the entire City of Kidapawan under community quarantine;

Whereas, there is a need to intensify the efforts to conduct the community quarantine within Kidapawan City to ensure compliance of all persons with the directive of the National Government;

NOW THEREFORE, by virtue of the powers vested in me by law, I **JOSEPH A. EVANGELISTA**, City Mayor of Kidapawan, hereby declare the entire City of Kidapawan under enhanced community quarantine and provide the following guidelines for its implementation, **THUS**:

SECTION 1. DECLARATION. The enhanced community quarantine in Kidapawan City shall take effect at exactly 00:00:01 of 23 March 2020 and shall be in place for a period of fourteen (14) days thereafter, or until 06 April 2020.

SECTION 2. RESTRICTIONS AGAINST ENTRY TO KIDAPAWAN CITY, EXCEPTIONS. Non-residents of Kidapawan City shall be prohibited from entering at any point of Kidapawan City, subject to the following exceptions:

- i. Medical emergencies, but only limited to the patient and medical personnel;
- ii. Medical personnel working within the City of Kidapawan;
- iii. Elected and appointed officials, employees and personnel of the provincial and local governments in the Province of Cotabato in the exercise of public functions;
- iv. Elected and appointed officials, employees and personnel of the national government, including the regional level, and other government line agencies in the exercise of public functions, including the judiciary;
- v. Health personnel;
- vi. Employees of establishments mentioned under Section 5 hereof;
- vii. Philippine Red Cross; and
- viii. Law enforcement agents.

A validly issued government ID with photograph must be presented to prove residency. In the absence thereof, the original copy of proof of billing of any public utility with ID and photograph may be presented, provided that the proof

of billing must be dated within a period of three (3) months from the time of the declaration of the enhanced community quarantine.

All non-residents, tourists, visitors and persons temporarily staying must leave Kidapawan City before the effectivity of the enhanced community quarantine.

Residents shall not be allowed to leave the territorial jurisdiction of Kidapawan City, except those employed in vital and essential establishments in other municipalities within the Province of Cotabato as specified under Section 5 hereof. For this purpose, the pertinent employment ID with photograph must be presented upon exit and subsequent entry to Kidapawan City. In the absence of an employment ID, Certificate of employment with another ID may be accepted.

All residents and persons, and drivers of delivery vehicles, who may be allowed entry to Kidapawan City must undergo stringent disinfection and thermal scanning. If any person exhibits any of the symptoms of Covid-19, s/he shall be immediately referred to the City Health Office for appropriate intervention.

SECTION 3. FLOW OF GOODS AND PRODUCTS. The prohibition under Section 2 shall only cover persons and passengers. The movement of vehicles, vans and trucks carrying cargo, goods and/or products, particularly food and agricultural products, medical supplies and other basic commodities, going into Kidapawan City shall be unimpeded.

In all established checkpoints, a special lane must be devoted exclusively to facilitate the unimpeded transport of goods and products into Kidapawan City. Only the driver and one helper shall be allowed entry to Kidapawan City.

Locally-produced agricultural products shall, as far as practicable, be sold to consumers and retailers within Kidapawan City. In case of the lack of consumers and retailers within Kidapawan City, agricultural and food producers must offer the same for sale to the City Government. The City Government shall issue the necessary certification in case it will refuse to purchase the said goods, for the same to be permitted transport to outside municipalities. This policy will not apply to producers that have existing contracts under a Growing scheme agreement, production agreement, or other similar agreement that has an effectivity date prior to the issuance of this Executive Order.

SECTION 4. ESTABLISHMENT OF ROAD BLOCKS. In order to prevent the circumvention of the quarantine checkpoints, public and private roads at any point in Kidapawan City may be ordered closed by the City Mayor, upon the recommendation of the Traffic Management Unit, and the passage of an enabling ordinance. The barangay government unit having territorial jurisdiction of the closed road shall be responsible for the operation of the road blocks.

SECTION 5. CLOSURE OF BUSINESS ESTABLISHMENTS. All business establishments shall be ordered temporarily closed for the entire period of enhanced community quarantine, except for the following:

1. TV and radio broadcast stations and other media entities;
2. Department stores;
3. Food service establishments, but only for take-out and delivery services;
4. Construction establishments and hardwares;
5. Hospitals and clinics;

6. Bakeries;
7. Public markets, wet markets; supermarkets, groceries, convenience stores;
8. Pharmacies and stores selling medical supplies;
9. Stores that supply and/or retail agricultural products;
10. Veterinary supplies;
11. Banks, money transfer establishments and other financial institutions;
12. Gasoline stations and LPG sellers;
13. Telecommunication facilities;
14. Power and water utility companies;
15. Power producing companies;
16. Manufacturing and processing plants;
17. Funeral parlors;
18. Vulcanizing shops;
19. Water refilling stations;
20. Sari-sari stores;
21. Couriers;
22. Printing establishments; and
23. Institutions involved in lending.

SECTION 6. PUBLIC TRANSPORTATION. Except tricycles with existing franchises, no form of public transportation shall operate within the City of Kidapawan. Vans, buses, multicabs shall not be allowed entry to Kidapawan City, but may drop off passengers at the duly-designated checkpoints. In the case of tricycles, they may be allowed to carry only two (2) passengers, one at the front and one at the back.

Habal-habal or skylabs or motorcycles shall not carry passengers in order to observe social distancing. Private vehicles may only be used for purposes pursuant to the exceptions provided under Section 5 of this Executive Order.

The City Government shall provide transportation services free of charge for essential personnel involved in the maintenance of public order and public health.

SECTION 7. BARANGAY CHECKPOINTS. All barangay government units are authorized to establish checkpoints in all entry and exit points within their territorial jurisdiction to regulate and screen the entry and exit of residents, other than for valid exceptions.

The Philippine National Police and the Philippine Army are hereby authorized to implement the same in any lawful manner deemed proper by the law enforcement authorities, including setting up of checkpoints and inspection of documents

SECTION 8. ENFORCEMENT OF STRICT HOME QUARANTINE. All persons shall remain in their respective residences. For this purpose, the duly-activated Barangay Health Emergency Response Teams (BHERT) shall enforce strict home quarantine.

In case of urgent medical consultations or interventions, the Kidapawan City Call 911 shall provide the necessary ambulance to fetch the patient from his/her residence and bring him/her to the medical facility.

SECTION 9. CREATION OF KIDAPAWAN QUARANTINE ID PASS. To effectively implement the principles of home quarantine, "Kidapawan Quarantine Identification Pass" (KIDQIP) is hereby established, which shall be signed by the City Mayor, to serve the following directives:

1. Only ONE (1) KIDQIP shall be issued per family residing in Kidapawan City. The KIDQIP shall serve as the authorization for the member of the family to leave the home/residence to purchase food, medicines, and/or basic necessities.
2. The house-to-house distribution shall be conducted by the CLGOO, CSWDO and CPDO, in coordination with the Barangay and Purok Officials. The KIDQIPs shall be serially numbered and recorded for proper tracking and monitoring. The distribution list shall be submitted to the Office of the City Mayor.
3. The KIDQIP can only be carried by healthy and capable members of the family. The KIDQIP cannot be used by members of the family who are immunocompromised or have existing co-morbidities such as cancer, hypertension, diabetes, asthma, tuberculosis, and other similar illnesses.
4. Each KIDQIP shall bear the seal of the Office of the City Mayor. Any unauthorized copying or printing is tantamount to the crime of "Falsification of Public or Official Documents" and shall be prosecuted to the fullest extent of the law.
5. The KIDQIP shall not be given to any PUM or PUI. Fraudulent use of the KIDQIP to violate mandatory home quarantine shall constitute non-cooperation under Republic Act No. 11332 and shall be prosecuted accordingly.
6. Special Color-coded Passes shall be issued to media and broadcast personnel, as well as government and private workers involved in essential establishments enumerated under Section 5 of this Executive Order.

SECTION 10. SUSPENSION OF WORK IN THE CITY HALL. Work in the City Hall shall be suspended, except for the following essential offices (which shall maintain a skeletal workforce):

1. City Assessors Office;
2. City Treasurers Office;
3. City Civil Registrar;
4. City Social Welfare and Development Office;
5. City Agriculture Office;
6. City Environment and Natural Resources Office;
7. Economic Management Enterprise Office;
8. City Health Office;
9. City Hospital;
10. Business Permit and Licensing Office;
11. CDRRMO;
12. City Mayor's Office;
13. City Information Office.

All other offices in the City Hall shall be closed, but the employees shall work from home. All Department Managers shall be on call. Work suspension of the City Hall offices shall be effective for the entire duration of the enhanced community quarantine.

Suspension of work in government line agencies shall be subject to the discretion of the head or manager.

SECTION 11. CURFEW. Curfew hours shall be from nine o'clock in the evening (9pm) to five o'clock in the morning (5am). The Philippine National Police and barangay officials shall exercise all necessary lawful means to ensure the compliance with the curfew hours.

SECTION 12. MEDICAL PROTOCOL IN ESTABLISHED CHECKPOINTS. All vehicles and their occupants allowed to enter the city will be subjected to stringent medical screening protocols.

- a) Fast-lanes for ambulances, patient transport vehicles, government vehicles, vehicles of healthcare workers working in the City and the Province, and vehicles of Provincial and City officials will be provided;
- b) All passengers and the driver will be subjected to non-contact temperature checking and vehicle disinfection;
- c) Proper-social distancing of at least one (1) meter will be observed in all checkpoints;
- d) Graphic information regarding COVID-19 will be in place in all checkpoints;
- e) All health-workers on-duty in the checkpoints will follow strict infection control protocols;
- f) Individual PPEs will be provided by the City Health Office to all personnel on-duty in the checkpoint;
- g) A triage and isolation/holding area equipped with basic medical equipment for vital signs monitoring and first-aid will be present in the checkpoints;
- h) The temperature of all occupants of a vehicle will be taken using non-contact thermometers; and
- i) A person who has a temperature above 37.5°C and is a resident of Kidapawan City will be assessed by the health team following strict infection control protocol in the triage area. For private vehicles they will be asked to park in a designated area until he/she is cleared by the health team.

SECTION 13. DESIGNATED ISOLATION AREA FOR MILD PUI CASES. The Kidapawan City Pilot Elementary School (KCPES) shall be designated as isolation area for PUI cases and shall be governed by the following parameters:

- **Transportation**

- a. The designated 911 ambulance that will transport the patient should observe proper infection control protocol.
- b. Patients for transport will be endorsed by the staff of the referring facility to the 911 Emergency Medical Technician.
- c. Vital signs will be checked by the 911 personnel.
- d. The patient will be transported to the identified quarantine/isolation facility.

- **Reception**

- a. Once the patient is transported to the quarantine/isolation facility the 911 EMT will endorse the patient to the nurse/midwife on duty.
- b. Strict infection control protocol will be followed.
- c. The nurse/midwife will do the initial booking procedures.
 - Patient profile form
 - Consent form for quarantine (if still a minor the consent of the parents should be secured first)
 - Vital signs will be recorded
- d. The BHERT where the PUI resides will be the one to do the case investigation and profiling.
- e. Once the booking procedure is done the patient will be accompanied to his or her respective room.
- f. The patient's family will be contacted if they are unaware that their family member was placed on quarantine.

- **Case Management**

- a. As per WHO and DOH guidelines both PUM and mild PUI are managed following the Department Memorandum No. 2020-0090 of DOH entitled: **Interim Guidelines on the Management of Persons Under Monitoring (PUMs) suspected with Coronavirus Disease 2019 (COVID-19) for Home Quarantine.**
- b. If the patient progresses into a moderate or severe PUI the protocols stated above for the management of moderate and severe PUI will be followed.
- c. Once the PUI completes the 14-day quarantine the City Health Office will issue a Quarantine Clearance signed by the City Health Officer.

- **Infection precaution**

- a. The use of gloves and mask as well as other necessary personal protective equipment should be observed at all times.
- b. If alone PUI is not required to wear a mask.
- c. All personnel should dispose used mask after 8 hours of use or if it is soiled.
- d. Hand hygiene should be practiced at all times. Wash your hands following contact with PUI or if in contact with their immediate environment.

- a. The services in the identified quarantine/isolation facility will solely be accessible to the residents of this City;
- b. The quarantine will take 14 days from the time of confinement;
- c. Only mild PUI cases will be brought to the identified quarantine/isolation facility;
- d. All mild PUIs will be treated as contagious and so strict infection control protocols will be followed in the facility;
- e. The records and profile of all PUIs will be kept confidential;
- f. The facility will be manned by one (1) on-call physician, nurse/midwife, utility and two (2) officers of the civilian security unit;
- g. The roles and responsibilities of the personnel that will man the facility are as follows:
 - **Physician**
 - The designated health care team leader
 - Be on-call
 - Attend to the medical needs of the patient and manage the symptoms of the patient.
 - **Midwife/Nurse**
 - Go on 12 hours duty
 - Receive referred mild PUIs
 - Monitor the patient during the duration of the quarantine.
 - Report to the physician any signs and symptoms of the patient.
 - Ensure the availability of basic medicines for the management patient's signs and symptoms
 - **Utility worker**
 - Maintain the cleanliness of the quarantine facility
 - Assist the physician and/or nurse.
 - Do disinfection of the facility.
 - **Officers of the Civilian Security Unit**
 - Maintain peace and order within the facility
 - Ensure that patients will stay within the facility.
 - **Referral**
 - a. All patients classified as mild PUI in the City Health Office and hospitals in the city will be referred to this facility.
 - b. All referring units should follow their facility's infection control protocol.
 - c. The referring unit will endorse the patient to the CESU.
 - d. The CESU will facilitate the transport of the PUI to the identified quarantine/isolation facility.

- **Room Isolation**

- a. The area for male and female PUIs will be separated.
- b. In case the PUI is still a minor he/she will be accompanied by an adult family member who is physically fit and have no co-morbid conditions. Both will not be allowed to go home within the 14-day quarantine.
- c. In case several members of the family are classified as mild PUI, they will be allowed to stay in one room.
- d. The PUI will be confined in one room with a bed and comfort room.
- e. Water for bathroom use and electricity will be shouldered by the city government.
- f. Linens, beddings, toiletries and food utensils will be shouldered by the patient or his/her family.
- g. Every PUI will be allowed to go out of their respective rooms but this will be done one at a time; and they will not be allowed to go beyond the yellow line that will be placed in front of their room assignment.
- h. Only one family member will be allowed to enter the facility to bring in food and other needs of the patient. As well as pick-up the used clothes of the patient.
- i. The items brought in by a family member as well as items that the PUI want to hand over to his/her family member will be facilitated by the designated utility worker in the facility.
- j. All things brought in by a patient's family member will be written in a logbook. This will be counter-checked once the patient is discharged from the facility to avoid any loss of items in the room.

- **Food Handling**

- a. Breakfast, Lunch and dinner will be provided by the With Love Jan Foundation, Inc.
- b. Food will be served up to the room door only.
- c. Patients will be allowed to bring in food, water for drinking, gadgets and other things that will make them feel comfortable during their stay in the facility subject to the approval of the medical personnel present in the facility.

- **Cleaning and Disinfection**

- a. Disinfection of the facility will be done every day using chlorine solution.
- b. It is the responsibility of the utility worker to do the disinfection of the facility.
- c. Strict infection protocol will be followed while doing disinfection.
- d. The periphery of the facility will be disinfected every day.
- e. PUIs will be responsible for cleaning and disinfecting their respective rooms. They will be provided with disinfecting solutions

- f. Used clothes of PUIs will be placed in laundry bags and will be sent home to their family. Instructions on how to wash these clothes will be given to the family.
- g. A trash bin will be provided to all PUIs and garbage will be collected daily.

- **Security and safety**

- a. The City Government will provide 24/7 security for the patients.
- b. The security officers will make sure that peace and order within the facility is maintained.
- c. The security officers will ensure that the PUIs will remain in the facility until the end of the quarantine.
- d. In case a PUI absconds, the security officer should immediately inform the CESU and the police regarding the incident to facilitate rapid retrieval of the said PUI.
- e. At the end of the quarantine, a clearance form duly signed by the medical personnel will be given to the patient indicating that he/she is cleared to go home.
- f. This clearance form will be presented to the main gate security guard for them to be allowed to leave the facility.
- g. All media entities will not be allowed to enter the premises of the quarantine facility to protect the patient's privacy.

- **Refusal to do quarantine**

- a. PUIs who refuse to undergo quarantine will be endorsed to the police for violation of the RA 9271 or the Quarantine Act of 2004 and Republic Act No. 11332.
- b. If the PUI will still refuse to undergo quarantine he or she will be held criminally prosecuted for violating the Quarantine Act of 2004 or RA 9271, and RA 11332.

MANAGEMENT OF MODERATE TO SEVERE PUIs

- a. All referral should follow standard referral protocol.
- b. Cotabato Regional Medical Center (CRMC) will be the city's end-point referral hospital for moderate to severe PUIs.
- c. In case, the referral hospital will no longer accept COVID-19 cases, all moderate to severe PUIs of the City will be referred to the Cotabato Provincial Hospital in Amas Kidapawan City.

SECTION 14. CREATION OF CLUSTERS. Clusters for the following sectors are hereby created to oversee the implementation of the foregoing provisions by crafting implementing guidelines from time to time to address specific contingencies in the enforcement of this Executive Order:

A. HEALTH, to be headed by the SP Chairperson/s for Health:

1. To ensure that the provisions under Section 13 of this Executive Order are properly enforced;
2. To conduct regular monitoring of all PUMs and PUIs;
3. To provide appropriate interventions in cases of non-compliant PUMs and PUIs;

4. When available, to facilitate the Covid-19 testing of all PUIs and frontline personnel.

B. LAW ENFORCEMENT AND SECURITY, to be headed by the SP Chairperson/s for Public Safety:

1. To ensure the compliance of all persons and entities with the provisions of this Executive Order;
2. To maintain order in the conduct of screening, disinfection and flow of persons and vehicles in the established checkpoints;
3. To address violations of the provisions of this Executive Order and initiate prosecution thereof;

C. FOOD SECURITY AND SUPPLY, to be headed by the SP Chairperson/s for Agriculture, and Economic Enterprise and Trade and Commerce:

1. To ensure stable prices and adequate supply of basic necessities, prime commodities, medical and agricultural products in Kidapawan City;
2. To formulate and implement monitoring and enforcement mechanisms as to the prices, supply and supply inventory of all agricultural, medical and retail establishments in Kidapawan City;
3. To conduct warehouse inspections (both public and private) involving rice, agricultural products, medical products, and processed/canned products

D. TRANSPORTATION, to be headed by the SP Chairperson/s for Transportation:

1. To ensure that public transportation is available for personnel involved in essential industries and activities for the duration of the enhanced community quarantine;
2. To ensure compliance with social distancing for all tricycles operating within Kidapawan City.

E. PUBLIC INFORMATION AND DISSEMINATION, to be co-headed by the City Information Officer and Liga President:

1. To ensure that the widest information dissemination is conducted in all barangays in the City;
2. To handle the production and printing of the KIDQIP, and other special passes, as well as hand-outs to be distributed to qualified persons and entities;
3. To provide media entities with accurate facts and figures regarding the present Covid-19 situation in the City of Kidapawan.

Section 15. **SEPARABILITY CLAUSE**. - If any provision of this Executive Order shall be declared unconstitutional or invalid, the other provisions not otherwise affected shall remain in full force and effect.

Section 16. **REPEALING CLAUSE**. - All previously issued Executive Orders which are inconsistent with the provisions hereof are hereby repealed, amended or modified accordingly.

Section 17. **EFFECTIVITY**. - This Executive Order shall take effect on 23 March 2020.

Given this 20th day of March 2020 at Kidapawan City, Province of Cotabato,
Philippines.

MAYOR JOSEPH A. EVANGELISTA
Kidapawan City